



## PURCHASE ORDER

**PO Number: 303-1-0246**

*Requisition Number: 303-1-00536*

**Order Date: 11/5/2020**

**Ordered**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

### Delivery Location

Parking Garage R, Warehouse  
1706 San Jacinto Blvd.  
Austin, TX 78701

**Show numbers on all papers and packages**

### Referenced Source or Vendor

34544544546  
Texas Department of Insurance  
STATE FIRE MARSHAL'S OFFICE  
P.O. Box 149221  
Austin, TX 78714-9221  
Lori Carroll  
Phone: 512-676-6813, Fax: 512-490-1056  
Lori.Carroll@tdi.texas.gov

Fire Sprinkler License Additional Renewal Fee for Matthew Groce.

Pricing per attached document.

### Description

TFC Contact:  
Matt Groce  
512-936-2025  
Matt.Groce@tfc.texas.gov

Sec. 771.003. AUTHORITY TO CONTRACT; EXCEPTIONS. (a) A state agency may agree or contract with another state agency for the provision of necessary and authorized services and resources. Exempt Purchase TGC 771 Interagency Agreement.

### Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
	1	License Fee	\$50.00	10/28/2020	10/27/2021	\$50.00

## Matthew Shane Groce - Additional Renewal Fee

License: FM-Resp Managing Emp/Inspector

License number: 1717521

Renewal/Due Date: 10-27-2020

Renewal ID: 3589881

Total Fee Due: \$50.00

Invoice ID: 4011723

**NIGP Class:** 963**NIGP Item:** 45**Object Class:** 210**Reimbursement Type:** Not Reimbursable**Notes:** TDI Fire Marshal Office received renewal fee online on 10/12/2020. Office generated wrong renewal fee and requires an additional \$50.**Grand Total \$50.00**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512) 463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2021
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	Property Management
<b>Phone</b>	5129362025
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	' ' Exempt with Specific Legal Cite
<b>Work Order Number</b>	na

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

**Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_  
Goll, Heather - CTCD, 5124630209

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)